

 <p>MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES CHILD AND ADULT CARE FOOD PROGRAM</p> <p>Sponsoring Organizations of Homes POLICY &amp; PROCEDURE MANUAL</p>	ISSUED  12/90	REVISED  2/16	CHAPTER  4	SECTION  4.7
CHAPTER Chapter 4. The Reimbursement System	SUBJECT Expansion Payments			

Expansion payments may be provided to current sponsoring organizations of homes to assist in financing administrative expenses related to expanding CACFP operations to low-income or rural areas.

### **Expansion Payments:**

#### **Eligibility Criteria**

DCH sponsors must meet the following criteria in order to apply for these additional administrative funds:

- Maintain private nonprofit (tax exempt) status under Internal Revenue Code, Section 501(c)(3), or be a public agency
- Have a history of managing funds and ongoing activities in public or private programs.
- Have developed an acceptable management plan.
- Be in good standing regarding no serious deficiencies.
- Have an acceptable and realistic plan for recruiting currently nonparticipating day care homes. This plan must include estimates of the number of potentially eligible homes to be recruited.
- Provide documentation that the proposed new providers are located in rural or low-income areas
- Ensure that it has been at least 12 months since they completed all requirements for any previous expansion funds award.

#### **Approval Process**

The funding is approved through an application process in which the sponsor must request the funding in writing and submit a written plan regarding the number of homes to expand and the recruitment process.

#### **Amount of Expansion Funds**

Sponsors may request the current administrative rate for each home provider that the sponsor proposes adding to their CACFP Agreement, up to a maximum of 50 new providers during the funding period. Sponsors can request payments for either one month or two months of administrative expenses. These funds must not be used for outreach to providers already participating in the CACFP under another sponsoring organization. Use of the expansion funds will be monitored by MDHSS-BCFNA.